

FRISCO HIGH SCHOOL TOUCHDOWN CLUB BY-LAWS

ARTICLE I – DEFINITION

- “**Club**” shall mean and refer to the Frisco High School Touchdown Club and shall be used interchangeably with the word “organization”.
- “**Board**” shall mean and refer to the Board of Directors (Officers plus the Athletic Director/Head Coach).
- “**Staff**” shall mean and refer to the Frisco High School Athletic Director, Head Football Coach and Assistant Football Coach(s).
- “**Team**” shall mean and refer to any group assembled by the Athletic Director/Head Coach either as a class or as a school sponsored activity.
- “**Parent**” shall mean the legal guardian of any child as defined by the Texas Family Code Chapter 101 Section 101.003(a) who is enrolled with the Frisco Independent School District.
- “**School**” shall mean as defined by the Texas Family Code Chapter 101 Section 101.028.
- “**Member**” shall mean any person that has paid membership dues for that fiscal year as defined in Article IX, Section 6 and meets the criteria as outlined in Article V, Membership and Dues.

ARTICLE II – NAME

The name of this organization shall be FRISCO HIGH SCHOOL TOUCHDOWN CLUB.

ARTICLE III – OBJECTIVES

The Club is an independent non-profit organization, organized to support the Football Team at Frisco High School in Frisco, Collin County, Texas, USA, and dedicated to achieving the following objectives.

- Promote a closer relationship between the parents, students and staff in an atmosphere of mutual cooperation, support and respect.
- Provide support to the school and its staff so they will have the greatest opportunity to help our youth achieve their academic and physical goals.
- Encourage a high level of achievement for the Team and its members without losing focus that it is the development of the youth that is the primary goal of any educational and athletic program.
- Provide resources, both human and financial to Team activities.
- Promote and recognize the Team and the student’s accomplishments.

Activities of the Club shall not conflict with UIL rules and shall act in accordance with UIL Booster Club guidelines. The organization is organized for charitable purposes within the meaning of Section 501 © (3) of the IRS code.

ARTICLE IV – METHODS

Section 1 – The Club shall strive to achieve the objectives of the Club by assisting in logistics and providing support through projects and contributions.

Section 2 – The organization shall be noncommercial, nonsectarian and nonpartisan.

Section 3 – The organization shall not directly or indirectly participate or intervene in any political campaign on behalf of, or in opposition to, any candidate for public office.

Section 4 – No part of the net earnings of the organization shall inure to the benefit of, or be distributed to its members, directors, officers or other private persons except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered.

ARTICLE V – MEMBERSHIP AND DUES

Section 1 – All persons who are the age of eighteen who are bona fide residents of Frisco Independent School District or directly related to a registered Frisco High School student and who are interested in the promotion of Frisco High School athletic activities shall be eligible for membership in the Frisco High School Touchdown Club.

Section 2 – All membership shall be subject to such dues, rules and regulations as may be prescribed by the Club in its constitution and/or by-laws. Each family shall pay one membership dues for the entire immediate family.

Section 3 – Violation of any provision of this constitution or by-laws made in pursuance thereof shall subject such member to be expelled from the Club. Expulsion is initiated by written letter to be received by the President no less than ten days prior to a regularly scheduled board meeting. The expulsion must be confirmed by two-thirds of the voting board.

Section 4 - Staff, as defined in Article I, will have honorary membership in the Club.

Section 5 – Members will be eligible to benefit from their participation in the Club as directed by the board of directors in matters of merchandise provided through the Club and/or drawings for items as directed by the sponsoring corporation.

ARTICLE VI – BOARD OF DIRECTORS AND THEIR ELECTION

Section 1 – The Officers of the Board of Directors consist of the following:

- President
- Vice President
- Secretary
- Treasurer

An individual, a husband and wife team, or a team of two individuals may fill these offices. The board shall also consist of the Athletic Director/Head Coach (or their designate). Any voting member of the board of directors, with the exception of the Athletic Director/Head Coach (or their designate) must be a parent or legal guardian of a student who is a member of the team.

Section 2 – Each officer shall be a member of the Club. It is recommended that the candidate for President is to have served as an Officer of the Board of Directors for the term prior to being nominated but it is not required.

Section 3 – All officers are elected annually in April at a general meeting of the Club, by a simple majority of those present at the meeting.

Section 4 – A person shall not be eligible to serve more than three consecutive terms in the same office.

Section 5 – The outgoing President shall appoint a Nominating Committee in January who will then present a slate of officers to the Club membership at the March meeting.

Section 6 – A vacancy occurring in any office shall be filled for the unexpired term by a person elected by majority vote of those present at a general membership meeting. Notification of the vacancy must be made public via email, website or flier prior to the meeting so all nominations can be considered.

Section 7 – Any officer whose child ceases to be a member of the Team shall resign and a new officer shall be elected in accordance with Article VI, Section 6.

Section 8 – Terms for officers end the last day of April and elected officer terms begin May 1.

ARTICLE VII – RESPONSIBILITIES OF BOARD MEMBERS

Section 1 – Board members shall miss no more than two consecutive scheduled board meetings. Should that instance arise, the board shall reserve the right to remove that member from office based on a two thirds majority vote of board members in favor of the action.

Section 2 – Board members shall conduct themselves morally and ethically at all times.

Section 3 – If Board members consistently fail to comply with these by-laws and standing rules, the Board reserves the right to remove that member from office based on a two-thirds majority vote of Board members in favor of the action.

Section 4 – Outgoing Board members should serve as mentors to the incoming Board members. This period will begin after the elections and may last until the beginning term as outlined in Article VI, Section 8.

ARTICLE VIII – MEETINGS AND VOTING

Section 1 – Regular meetings (general meetings of the Club) shall be held monthly during football season and at the Board of Directors' discretion in the off-season. The first general meeting shall be held as soon as practical after the commencement of the school year but preferably in early August. Members present shall constitute a quorum for the transaction of business at any general meeting of the Club, provided due notice of the meeting has been given. For purposes of this section, due notice shall be defined as notification via web page or e-mail or letter or announcement in class. The privilege of holding office, introducing motions, discussion, and voting shall be limited to members of the Club.

Section 2 – The board shall meet monthly and prior to all general meetings during the school year and at other times as necessary. Two-thirds of voting officers shall constitute a quorum for transaction of board business. For purposes of board voting, each position shall have one vote. Board actions shall be supported by a simple majority of the board of directors. If necessary, the President may poll the board to record their vote. All board voting shall be documented and published in the board minutes. This will include individual votes cast, totals, and vote outcome. This universal principle applies to all methods of voting, such as (but not limited to) e-mail, phone or face to face voting. Proxy votes are not and will not be permitted.

Section 3 – Special meetings may be called by the President or members of the board as necessary, provided all board members are properly notified. Notification may include phone or e-mail.

Section 4 – Members as defined in Article I and described in Article V shall have one vote per individual membership and a maximum of 2 votes per family membership.

Section 5 – Staff as defined in Article I will have the same voting privileges as members.

ARTICLE IX – BUDGETING AND EXPENDITURE AUTHORITY

Section 1 – A proposed annual budget shall be prepared by the Treasurer and presented to the general membership for a vote at the first general meeting of the school year. A majority of those present at the meeting will pass the budget for adoption for the school year and become the operating budget for the Club. The board shall have authority to allocate funds for the general operating expenses of the Club.

Section 2 – The Treasurer shall maintain a budget which accounts for all anticipated revenue and expenditures throughout the year. All monies received by the Club shall be turned over to the Treasurer, who shall deposit same in local depository in the Club's account. Deposit receipts shall be obtained by the Treasurer and permanently retained as part of the Club's financial records. No monies shall be expended by the Club except by a check or draft. All checks shall be signed by 2 officers of the Club. If the check is for one of the officers, he/she cannot be one of the signers.

Section 3 – No unbudgeted expenditures shall be made without approval of the board. If additional funds become available, the board will compile a list of possible approved expenditures from members and coaching staff and present it to the membership for voting. New expenditures beyond the operating budget that are greater than \$1000 will require a general membership vote and new expenditures that are \$500-\$1000 will only require a board vote. Voting in either situation will require a majority of those present to pass the motion.

Section 4 – The Treasurer shall have custody of all funds of the Club.

Section 5 – All expenditures of the Club will be paid by the Club with a check written on the Frisco High School Touchdown Club's account at First National Bank. The Treasurer shall supply the bank with a signature card with any changes at the end of the Club's fiscal year. The Treasurer shall obtain monthly statements from the bank and shall retain such statements as part of the Club's financial records.

Section 6 – The fiscal year of this organization shall end April 30th and begin May 1st. It is recommended that an audit be conducted by at least 2 individuals at the end of each fiscal year to check for accuracy of the books.

ARTICLE X – STANDING AND SPECIAL COMMITTEES

Section 1 – Such Standing and Special Committees and their Chairpersons shall be created by the board as may be deemed necessary to promote the objectives and carry on the work of the Club. All committee work shall be undertaken with the consent of the board of directors. Special committees created and appointed for a specific program will cease to exist upon completion of the assigned work. Standing and Special Committees and their Chairpersons include, but are not limited to: Team Representatives, Spirit Wear, Programs, Banquet, Concessions, and Website.

Section 2 – The President shall be an ex-officio member of all committees except the Nominating Committee.

ARTICLE XI – PARLIAMENTARY AUTHORITY

Section 1 – Robert’s Rules of Order (Revised) shall govern this Club in all cases when applicable.

Section 2 – The President may appoint a Parliamentarian from the membership to rule on procedure.

ARTICLE XII – AMENDMENTS

Section 1 – These by-laws may be amended at any regular meeting (general meeting of this organization) by two thirds vote of the members present and voting, providing notice of the proposed amendment shall have been given. For the purposes of this section, due notice shall be defined as notification via newsletter or web page of e-mail or written letter, or discussion at a general meeting. A committee may be appointed to submit a revised set of by-laws as a substitute for these by-laws only by a majority vote at a meeting of the Club or by two-thirds vote of the Board of Directors.

ARTICLE XIII – ADOPTION

Section 1 - A two-thirds majority vote of members present at any general membership meeting shall be sufficient to give this constitution full force and effect.

***The Frisco High School Touchdown Club was founded in 1999.